



MYBUILDINGPERMIT.COM EPLAN REPAIR APPLICATION CHECKLIST

The following items must be provided, **if applicable**, and be complete in order to properly process your tenant improvement permit.

<input type="checkbox"/>	Site plan showing exact location of area in building to be improved and the location of the building in which the improvement is proposed (show cross-streets).
<input type="checkbox"/>	Plans of the tenant space, drawn to 1/4" or 1/8" scale showing:
<input type="checkbox"/>	An architect's/engineer's signed registration stamp must appear on plans and calculations prepared by such professionals and is required by the State if over 4,000 square feet of construction.
<input type="checkbox"/>	Size of rooms and corridors with door and window locations
<input type="checkbox"/>	Required fire walls and doors
<input type="checkbox"/>	Plumbing fixture locations and barrier-free accessibility
<input type="checkbox"/>	Mechanical equipment locations. Structural design calculations are required by a licensed architect or engineer to verify the adequacy of the structure. A separate permit is required for rooftop equipment which must be screened to be architecturally compatible with the existing building.
<input type="checkbox"/>	Cross Section showing: wall and ceiling construction
<input type="checkbox"/>	Reflected ceiling plan showing: location of all pathway lighting and exit signs
<input type="checkbox"/>	Complete Energy forms, Building Mechanical Systems and Lighting Power Budget, for compliance with Washington State Energy Code 51-11.